

Wireless E-911 PSAP Funding FY 2003 Request/Report Worksheet

PSAP: Russell County **Period:** 2003

Virginia Information
Technologies Agency

AUG 25 2003

Total Approved: \$140,434.14
Total Actual: \$ 48,399.64
Difference: \$ 92,034.50 Requesting to be Carried Forward

Call load data:

Description	Estimated	Actual
Total telephone calls handled by PSAP	30,000	113,932*
Total 911 calls handled by PSAP	13,000	15,548*
Total wireless 911 calls handled by PSAP	500	3,692*

*Estimated. See letter.

Equipment Dedicated to Wireless E-911:

Description	Estimated Cost	Actual Cost
Magic and TIU Cards	\$36,000.00	0
Voice Logging Recorder Expansion	3,201.00	
Mapping Display System	50,805.50	
Total Equipment Dedicated to Wireless E-911	\$90,006.50	(See letter.) 0

Shared Equipment:

Description	Estimated Cost	Actual Cost
CPE Maintenance and Lease	\$176,580.00	\$176,580
		(See letter.)
Total Shared Equipment for Formula below	\$176,580.00	\$176,580

Formula

$$\frac{\text{number of wireless 911 calls}}{\text{total number of calls handled by equipment}} \times \text{equipment cost} = \text{amount of funding}$$

Estimated

Actual

$\frac{500}{30,000} \text{ or } 10.42\% \times \$176,580.00 = \$18,399.64$	$\frac{3,692}{113,932} \text{ or } 10.42\% \times 176,580.00 = \$18,399.64$
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Local Exchange Carrier (LEC) Costs:

Description	Estimated Cost	Actual Cost
Trunk Installation	\$1,202.00	0
Monthly Trunk Charges	1,008.00	0
Total LEC Costs	\$2,028.00	(See letter.) 0

PSAP: Russell County**Personnel Costs:**

Description	Estimated Cost	Actual Cost
Salaries	\$65,930.78	\$51,039.33
Benefits	18,000.00	4,973.81
Training Costs	2,500.00	0
Total Personnel Costs for Formula below	\$86,430.78	\$56,013.14

Formula

$$\frac{\text{number of wireless 911 calls}}{\text{total number of telephone calls}} \times \text{personnel cost of call takers and dispatcher} = \text{amount of funding}$$

Estimated

$$\frac{500}{\text{or } 10.42\% \times \$86,430.78 = \$30,000 \text{ (Increased to Minimum Amount)}}$$

Actual

$$\frac{3,692}{113,932} \text{ or } 10.42\% \times \$56,013.14 = \$30,000 \text{ (Increased to Minimum)}$$



RUSSELL COUNTY E-911 COMMUNICATION CENTER

P.O. Box 338
Lebanon, Virginia 24266



Bo Bise, Coordinator

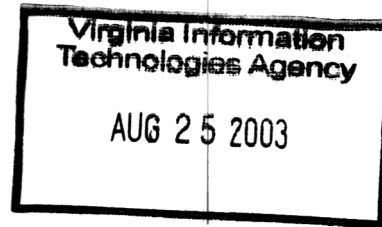
9-1-1

Phone: (276) 889-8033

Fax: (276) 889-8065

August 20, 2003

Mr. N. Jerry Simonoff, Chairman
Virginia Wireless E-911 Services Board
Richmond Plaza Building
110 South Seventh Street, Suite 135
Richmond, VA 23219-3931



Dear Mr. Simonoff:

Attached please find the FY03 Wireless E-911 PSAP Funding Request\Report Worksheet (True Up) for Russell County. I have also enclosed necessary documentation for expenditures.

Russell County has been diligently working toward the implementation of Wireline E-911 and the deployment of Wireless E-911. Our initial date of deployment for Wireline E-911 was July 2003 with Wireless deployment anticipated within a short time thereafter. However, our Wireline date was pushed out to December 2003, thus making our Wireless deployment later than July 2003. We will be Phase 0 by December 2003 and are currently in the process of having a dedicated line installed and calls routed to our PSAP instead of the Virginia State Police.

Because of the change in dates for implementation and deployment, several of the requests for FY03 were not expended. Aside from the CPE maintenance/lease and personnel costs, we have not spent funding received. But, most of the amounts have been encumbered.

The call load data for this fiscal year was estimated utilizing a manual count of our incoming calls for a week. We do currently accept 911 calls with limited data, but the actual number was counted. In order to estimate the number of wireless calls we would have accepted, dispatchers were asked to query the callers on the administrative lines as to whether they were using a wireline phone or a cell phone. We did not however note if the wireless calls received were of an administrative or emergency nature. Therefore, I have estimated that 25% of the wireless calls received were of an emergency nature and had wireless 911 be available, the caller would have used such. Utilizing

this method to determine our call volume produced an estimated percentage of wireless to total calls of 3.24%. Please see the attached handwritten log sheet for call amounts.

I am requesting that I be allowed to carry forward the amount of \$90,006.50 for equipment used only for Wireless E-911 (Magic and TIU cards-\$36,000; voice logging recorder expansion-\$3,201; and mapping display system \$50,805) and I am also requesting an additional \$4,175 for the Magic and TIU cards. We are currently in the process of having the TIU cards and the Magic system installed. The most recent date for such provided by Verizon is September 15, 2003. I am also working with a vendor to upgrade the logging recorder. The mapping display system is on order from MSAG and we anticipate delivery sometime in October. Though expenditures were not made for these items, the funds have been encumbered.

The CPE maintenance and lease percentage amount of \$18,399.64 will be used to pay the amount of our lease for the next five years. Note that \$176,580 is the monthly amount of \$2,943 for the five years; a copy of an invoice with this recurring charge is attached. At the time of the submission for funding, I was not the Coordinator and have since found out that this amount was for the life of the lease and not just the amount for the fiscal year. Additionally, I discovered that the FY04 request included this amount again and this should not have occurred. Therefore, the FY 04 request will need to be amended to reduce the request by \$18,399.64.

As mentioned previously, Verizon will install the TIUs in mid September. It is anticipated that the wireless trunks will be installed within two weeks after that time. Therefore, I am requesting that the amount of \$1,020 be carried forward as I will receive an invoice for this within the next few months. The monthly trunk charges for \$1,008 have not been spent nor encumbered. Therefore, this amount should be returned. If applicable, please deduct this amount from the additional \$4,175 I have requested for CPE maintenance/lease.

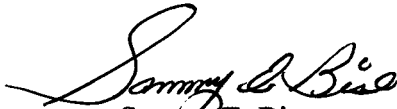
Personnel costs are documented in the attached ledger sheets. Reimbursement is increased to the minimum amount of \$30,000.

It is also by this letter that I wish to request another extension for implementation and deployment of Wireline and Wireless 911. Just today my addressing vendor informed me there would be another delay in delivering our addressing notifications to the citizens. Because of this delay, there is no way we can meet the December 2003 deadline. As noted we, do intend to deploy Phase 0 and are currently working to accomplish this. At this time I am estimating that we can implement Wireless E-911 by the end of the first quarter of 2004. This will, however, depend on the progress we make with addressing the County. I will keep you apprised of the status of this task.

I would very much like to thank the Virginia Wireless Services Board for its support of Russell County in this huge endeavor. As well, we would like to comment that the utilization of project management has been a tremendous help to us. Implementation of E-911 has been a daunting task and professional guidance has certainly proved to be beneficial.

In closing, please do not hesitate to contact me should additional information be required or clarification is need.

Sincerely,



Sammy E. Bise
911 Coordinator

Enclosures

Cc: Mr. Jim Gillespie, County Administrator
Mr. Leon Agnes, GeoComm
Ms. Pokey Harris, L. Robert Kimball & Associates

[illegible]

11854

CELL CALLS

53

284 WK

$$\begin{array}{r} \times 52 \\ \hline 14768 \end{array}$$

1 wk, - 16 79

✓ 52
87 308

- * Combined admin and emergency; dispatcher required of caller if calling from wireline or cell phone

* Estimate at least 25% of these calls were emergency related and would have been dialed as 911.

25% ~~to~~ 3,692 year

87,308 Admin Calls
11,856 9-1-1 workline
14,768 returned admin phone
 rum

173932	Total Calls
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11,850
3,692

15,542 total 911

admin phone = ~~1-72~~ 3692 wireless

3692/113,932

TOTAL
627

Admow CAD S

|||| |||| |||| ||||

|||| |||| |||| |||| ||||

|||| |||| ||||

65

Cell phone

wireless

|||| |||| ||||

13



Make progress every day

Billing Date: 07/13/03 Page 8 of
Telephone Number: 276 889-8000
Account Number: 000144418924 38Y
How to Reach Us: See page 2

Verizon Services and Equipment Information

• Verizon Products and Services

Following is the Detail of Recurring Monthly Charges for Informational Purposes.
Total Charges Due appear on Page 1 of your bill.

• Products and Services - Account Level

Description	#	Qty	SRC	Initiation Date	Tax LSFR	Amount
1. ANI Only per 1000 Local Exchange Service Lines	#	16		1/28/03	EEEE	480.00
2. Special Assembly-E911 BTN Description (DESY) Special Assembly USOC (USOCY) Special Billing Auth (SBAY)	#	1	O TRUNK CHARGES WZHLH 9999999999	12/9/02	EEEE	2943.00
3. Special Assembly-E911 BTN Description (DESY) Special Assembly USOC (USOCY) Special Billing Auth (SBAY)	#	1	O CALLS LITE WZHNE 1999-113738	1/28/03	EEEE	490.00
4. Series Hunting		2		2/15/91	EEEE	.00

• Products and Services - Individual Line(s)

• Location Group: 00000 116 COURT AV
LEBANON VA

• BAC 00000

276 889-8000

Description	Qty	SRC	Initiation Date	Tax LSFR	Amount
5. Listed Service	1		2/15/91	EEEE	.00

276 911-8898

Description	Qty	SRC	Initiation Date	Tax LSFR	Amount
6. Touch Tone	1		1/28/03	EEEE	.00
7. Interexchange Interofc Mileage Regular Voice Grade	1		1/28/03	EEEE	.00

276 911-8899

Description	Qty	SRC	Initiation Date	Tax LSFR	Amount
8. Touch Tone	1		1/28/03	EEEE	.00

Tax Codes:	L S	Local State	F R	Federal Local Surcharge	E Exempt
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Indicates charges for non-regulated product(s) or service(s)

continues

APPENDIX B**RATES**

Bell Atlantic will lease a Plant 9-1-1 Enhanced System as described in Appendix A to Customer based upon the following option(s) and terms:

Straight Lease - Monthly Payment

- 1. Lease Term: 60 Months**
- 2. Monthly Charge: \$2,943.00 (Includes Maintenance)**
- 3. Non-Recurring Charge: \$ 0.00**
- 4. Minimum Revenue Guarantee: \$2,943.00/month/life of the Application.**

At the end of the term, Customer has the option to continue to lease the equipment at a mutually agreed upon rate. If Customer does not choose to continue to lease the equipment at the end of the term, Bell Atlantic shall remove the equipment in accordance with the terms of this Application.

Russell County is responsible for properly grounding and bonding the 911 Center, and for keeping the equipment in an environmentally controlled room. Russell County must provide electricity (UPS – uninterruptible power supply) to the equipment room as well as to each individual console. End user training is included in the above rate quotes and is for one full day to include three shifts with 3 people per shift. Equipment delivery normally takes approximately 12 weeks following a signed lease agreement.

Monthly payment amount will be billed on Customer's existing 911 account in the bill cycle following cutover date.

APPENDIX B
RATES

Verizon will lease to Customer the E911 System described in Appendix A based on the following payment plan:

Straight Lease/Purchase – Monthly Payment:

1. Service Period: Sixty (60) Months from Date of Installation
2. Monthly Rate: \ \$ 531.25
3. Non Recurring Install * \$ 6,800.00
4. Non Recurring Training* \$ 1,500.00
5. Minimum Revenue Guarantee: \$40,175.00 (Over the Life of the Agreement)

* Payment due prior to installation

The rates, terms, and conditions herein are valid to Customer only if Customer signs and Verizon accepts this Agreement prior to September 8, 2003.

The Total Product Price includes installation, use, and maintenance of the CPE and Software and Software training.

The Monthly Rate will be billed on Customer's existing E911 account in the bill cycle following the date of installation, and each monthly bill cycle thereafter. Payment shall be due Net 30 days.

At the end of the Service Period, Customer has the option to: (a) pay \$1.00 to own the CPE and continue maintenance from Verizon at a mutually agreed upon rate, or (b) continue leasing the CPE and maintenance from Verizon at a mutually agreed upon rate. If Customer does not choose to purchase or lease the CPE at the end of the Service Period, Verizon shall remove the CPE, Software, and Services in accordance with the terms of this Agreement.

RUSSELL COUNTY
G/L TRIAL BALANCE
6/30/2003 2003/06

ACCOUNT #	DESCRIPTION	DATE	REFERENCE	CURRENT AMT	YEAR-TO-DATE	\$ BUDGET \$
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032050-1001

Salaries

Salaries	ENTRY-	2002/09	9/30/2002	PR-001	7/10/2003	B. FWD.	2002093	2,500.00		
-PAYROLL	ENTRY-	2002/10	10/31/2002	PR-001			2002103	3,804.24		
-PAYROLL	ENTRY-	2002/11	11/27/2002	PR-001			2002112	3,972.08		
-PAYROLL	ENTRY-	2002/12	12/20/2002	PR-001			2002122	3,880.96		
-PAYROLL	ENTRY-	2003/01	1/31/2003	PR-001			2003013	4,252.60		
-PAYROLL	ENTRY-	2003/02	2/28/2003	PR-001			2003022	3,957.68		
-PAYROLL	ENTRY-	2003/03	3/31/2003	PR-001			2003033	4,279.03		
-PAYROLL	ENTRY-	2003/04	4/30/2003	PR-001			2003043	5,997.23		
-PAYROLL	ENTRY-	2003/05	5/30/2003	PR-001			2003053	5,888.23		
-PAYROLL	ENTRY-	2003/06	6/30/2003	PR-001			2003063	7,507.28		
TO CORRECT B911 FUND		2003/06	7/28/2003	PR-001			2003063	51,039.33		
-TOTAL EXPENDITURE-										

GL040 B/20/2003

RUSSELL COUNTY
G/L TRIAL BALANCE
6/30/2003 2003/06

PAGE 2

ACCOUNT #	DESCRIPTION	DATE	REFERENCE	CURRENT AMT	YEAR-TO-DATE	\$ BUDGET \$
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032050-2006

Group Insurance

FUND# 245

-PAYROLL ENTRY-	2002/10 10/31/2002 PR-001-	2002103	1.11		
-PAYROLL ENTRY-	2002/11 11/27/2002 PR-001-	2002112	1.11		
-PAYROLL ENTRY-	2002/12 12/20/2002 PR-001-	2002122	1.11		
-PAYROLL ENTRY-	2003/01 1/31/2003 PR-001-	2003013	1.11		
-PAYROLL ENTRY-	2003/02 2/28/2003 PR-001-	2003022	1.11		
-PAYROLL ENTRY-	2003/03 3/31/2003 PR-001-	2003033	1.11		
-PAYROLL ENTRY-	2003/04 4/30/2003 PR-001-	2003043	1.11		
-PAYROLL ENTRY-	2003/05 5/30/2003 PR-001-	2003053	1.11		
-PAYROLL ENTRY-	2003/06 6/30/2003 PR-001-	2003063	1.11		
TO CORRECT E911 FUND	2003/06 7/28/2003 JE-001-0000255		2.22		
-TOTAL EXPENDITURE-			13.32	13.32	13.32-

032050-2011

Workman's Comp

-TOTAL EXPENDITURE-

7/10/2003

B.FWD.

.00

.00

.00

032050-3002

Professional Services (MSAG)

7/10/2003

B.FWD.

12,857.99

.00

.00

MSAG DATA CONSULTANTS 2002/10 10/03/2002 AP-001-1002718		6,613.00		
MSAG DATA CONSULTANTS 2002/11 11/05/2002 AP-001-1002828		1,317.00		
MSAG DATA CONSULTANTS 2003/01 12/17/2002 AP-001-1002901		2,128.43		
MSAG DATA CONSULTANTS 2003/02 1/27/2003 AP-001-1002999		7,492.91		
MSAG DATA CONSULTANTS 2003/03 2/20/2003 AP-001-1003037		4,157.56		
MSAG DATA CONSULTANTS 2003/04 3/21/2003 AP-001-1003193		16,958.03		
MSAG DATA CONSULTANTS 2003/06 5/22/2003 AP-001-1003360		49,105.50		
TO CORRECT E911 FUND	2003/06 7/28/2003 JE-001-0000255	100,850.42	100,850.42	100,850.42-
-TOTAL EXPENDITURE-				

032050-3005

Maint. Service Contracts
VIRGINIA MOUNTAIN MICB 2002/10 10/09/2002 AP-001-994
SOUTHERN SOFTWARE INCB 2002/12 11/18/2002 AP-001-211059

7/10/2003

B.FWD.

130.00

.00

.00

-TOTAL EXPENDITURE-

2,000.00

2130.00

2,130.00-

Spears-Dean, Dorothy

From: Spears-Dean, Dorothy
Sent: Tuesday, October 07, 2003 10:44 AM
To: 'rcso62@yahoo.com'
Cc: 'POKEY HARRIS'
Subject: Russell County FY 03 true-up

Hi Bo:

I wanted to let you know that I spoke this morning to Pokey about your true-up. I had two questions concerning CPE and personnel. For CPE leasing and maintenance you can not list the five year total. You will need to put the annual amount on each true-up for the next five years. The annual amount is \$35,316. I also needed some clarification as to when you would be deploying wireless E-911. Pokey will update you on that conversation. Your total amount is 33,679.93 and your carry over will be \$106,754.21.

Dorothy Spears-Dean
Public Safety Communications
Virginia Information Technologies Agency
(804) 786-3166 (voice)
(804)371-2795 (fax)
dorothy.spearsdean@vita.virginia.gov

10/7/2003

Spears-Dean, Dorothy

From: Spears-Dean, Dorothy
Sent: Monday, October 06, 2003 12:39 PM
To: 'POKEY HARRIS'
Subject: RE: Russell County

Yes. I am not sure where I will be, but I will have my work phone forwarded to my cell phone so we can discuss it. We need to finalize things by Friday. There are two issues: Phase One implementation and CPE lease and maintenance. I briefly described the first issue. The second issue concerns the fact that CPE lease and maintenance costs were lumped together for five years. If it is a month to month payment scenario for five years, then you can only claim 12 months on each year's true-up. I hope this makes sense. Talk with you tomorrow.

Also, I am glad that Augusta County will be addressing the Board regarding CAD based mapping maintenance.

[Spears-Dean, Dorothy] -----Original Message-----
From: POKEY HARRIS [mailto:HARRIP01@lrkimball.com]
Sent: Monday, October 06, 2003 12:05 PM
To: Spears-Dean, Dorothy
Subject: Russell County

Dorothy

I received your voice mail. And yes, I am the one that actually helped him with his wireless submission. When we talk, we can discuss this too.

I am tied up until late afternoon, however, I am traveling to Waynesboro in the morning. Would that be a good time for you talk about this.

Let me know.....
 p

L. V. Pokey Harris
 Project Manager
 Telecommunications & Technology Division
 L. Robert Kimball & Associates
 1047 Technology Park Drive
 Glen Allen, VA 23059
 Cell: (804) 869-1600
 Phone: (804) 262-0300
 Fax: (804) 262-3702
pokeyharris@lrkimball.com

10/7/2003